



**MINUTES**  
**BOARD OF SUPERVISORS MEETING**  
April 21, 2020 7:00 PM  
Location: Zoom 1-312-626-6799  
Meeting ID: 849 2288 1637 Password: 343634

**CALL MEETING TO ORDER**

*Pledge of Allegiance*

R. Keller called the meeting to order at 7:05 pm.

Members Present: Chairperson R. Keller, Vice Chair B. Seekon, Supervisor T. Nelson, Supervisor L. Sinna, Supervisor C. Cagle

Members Absent: None

Others Present: Treasurer S. Aker, Town Clerk K. Wood, people (joined in)

**REVIEW & APPROVE THE AGENDA**

**B. Seekon made a motion to approve the agenda. Second by T. Nelson. Votes via roll call Ayes 5, Nays 0. Motion carried.**

**APPROVE BOARD MEETING MINUTES FROM MARCH 17, 2020**

**C. Cagle made a motion to approve the Board minutes from March 17, 2020. Second by L. Sinna. Votes via roll call Ayes 5, Nays 0. Motion carried.**

**REVIEW & APPROVE CONSENT AGENDA**

**T. Nelson made a motion to approve the consent agenda. Second by B. Seekon. Votes via roll call Ayes 5, Nays 0. Motion carried.**

**TREASURER COMMENTS**

None

**COMMITTEE REPORTS**

**Planning & Zoning**

B. Seekon said they did not meet. There was discussion regarding the solar fields. K. Wood said she will re-send the email she sent them in February.

T. Nelson asked about checking the acreage parameters and said there is no Ag going on anymore. R. Keller stated that is part of the comp plan revisit.



## **Roads**

### **Road Maintenance (Report)**

R. Keller said there is not much on the report except for the mess left from the plows on the cul-de-sacs.

### **Forestry Mulcher – Rental**

R. Keller said we do not have to rent it right now.

### **Road Continued:**

He found a company that will come in and do the shouldering and would like to get another quote. We cannot get the gravel. T. Nelson is going to call Peterson's tomorrow. T. Nelson said North Valley Paving will sweep, compact, everything.

S. Obitz called T. Nelson and was wondering when we are cleaning up the plow mess. R. Keller said he can clean it up on his property and the guys can pick it up. R. Keller said Maintenance had a half of a truck load of stuff from Frontier Ave. R. Keller said the residents did it the same way he did; with a leaf blower and weed whacker.

T. Nelson asked about a start date for crack filling. R. Keller said we have not talked about it. T. Nelson said he is going to call Todd from Seal Tech tomorrow. R. Keller said he would like to do some cores on 320<sup>th</sup>. T. Nelson talked to someone who explained why there is a dip on the road. T. Nelson is going to work on getting the cores done.

## **Parks**

C. Cagle asked if the playgrounds should be opened. K. Wood will check on the rules of the new order.

## **Building**

C. Cagle said she has been staffing the food shelf on Mondays, Wednesdays and Fridays from 5pm to 7pm. She is open during that time for pickups and donations.

The Lent Township sign and landscaping has been installed and looks great. She is going to have Maintenance paint the building.

She is going to call the custodian and have him clean out the ice machine. R. Keller said to shut it off for now. She will scoop out the ice on Monday and shut it off. She has been taking Facebook videos to remind people to rent the Hall for future events.

T. Nelson asked C. Cagle about the weatherproof Rubbermaid product to put on a roof. It is nice because it puts in another barrier. C. Cagle will text M. Fehrman to check it out at Menards tomorrow.



T. Nelson said he knows a painter and asked if he should get a quote to paint the building in case Maintenance is still busy with roads. C. Cagle said to have him call her with a quote.

R. Keller said N. Fairbanks did not get his internship this summer so he will continue working with the Township.

B. Seekon asked what is the blade check for. R. Keller explained it is for the mower and wood chipper blade. He said it is good they take them somewhere local.

### **Broadband Report**

L. Sinna said they did not meet.

### **OLD BUSINESS**

#### **Tax Abatement:**

The Planning Commission did not meet last month and we are waiting on this until next month to discuss this. C. Cagle said we as Board members can send your thoughts on this to the Clerk.

#### **Insurance**

T. Nelson said they sent it over and the difference is \$6k a year which is a lot of money. R. Keller said that is why he got this rolling a year ago. It saved Linwood \$8k. T. Nelson said if we decide to go with MAT, we are going to sit down with him first. T. Nelson made it clear that they want a packet for the SLFD, rental house, Hall, etc. T. Nelson said the retroactive dates are different. He does not think it justifies doing it for the \$6k. B. Seekon explained what he did at his old business with insurance. T. Nelson said it is nice because we have it all on a spreadsheet. L. Sinna said when we first started working with this, we did not have an apples to apples comparison and now we do. We have an obligation to save the tax payers money.

**B. Seekon made a motion to go with MATIT for insurance. Second by C. Cagle. Votes via roll call Ayes 5, Nays 0. Motion carried.**

S. Aker asked if it is going to be immediate because we have already paid Country Financial. B. Seekon is going to hold the check. T. Nelson said he will have J. Mocol call S. Aker tomorrow.

### **NEW BUSINESS**

#### **Lions LG555 - \$500– Reiger Field Lighting (Resolution 2020-9)**

**B. Seekon made a motion to accept Lions LG555 for \$500 towards Reiger Field Lighting Resolution 2020-9. Second by C. Cagle. Votes via roll call Ayes 5, Nays 0. Motion carried.**



**Tesoro Liquor License (Resolution 2020-10)**

**B. Seekon made a motion to approve the Tesoro Liquor License – Resolution 2020-10. Second by L. Sinna. Votes via roll call Ayes 5, Nays 0. Motion carried.**

**Resolution Establishing the Ability to Conduct Open Meetings by Telephone or Electrotonic Means (Resolution 2020-11)**

**B. Seekon made a motion to approve Resolution 2020-11 establishing the ability to conduct open meetings by telephone or electronic means. Second by T. Nelson. Votes via roll call Ayes 5, Nays 0. Motion carried.**

**Stacy Lions Liquor License (Resolution 2020-12)**

**L. Sinna made a motion to approve the Stacy Lions Liquor License Resolution 2020-12. Second by B. Seekon. Votes via roll call Ayes 5, Nays 0. Motion carried.**

**Falcon Ridge Golf Course Liquor License (Resolution 2020-13)**

**B. Seekon made a motion to approve the Falcon Ridge Golf Course Liquor License Resolution 2020-13. Second by L. Sinna. Votes via roll call Ayes 5, Nays 0. Motion carried.**

**Spring Cleanup Day Discussion**

R. Keller said the May Cleanup Day should be canceled. C. Cagle said we should try to have another one sooner than the Fall Cleanup Day. She fears that there will be a lot junk the roads and does not want added work for Maintenance Staff. She said send out a postcard updating a tentative date.

**HR Position Assistant Vacancy**

C. Cagle said she would like to take a break from HR this summer. Starting next year after the Election, the employees should have one person to go to. It would be best to have HR not be the Chair or the Road boss; it should be an outside person. HR should not be the employee management person or an immediate boss. She would like it to be fairer to the employees. Currently it is her and R. Keller and she feels that it would be nice to have one person for employees to go to with grievances. She added that the office staff is all set up to work remotely online.

T. Nelson said he likes the idea of having two HR people; a main person and an assistant. C. Cagle said at the Board meeting, the list would be given to the one HR person to distribute to the employees. This would eliminate confusion and there would be a better flow of communication. If the Board members want an employee to do anything, they will let the manager know so communication lines do not get crossed. The HR assistant could be the person who handles the grievances.



T. Nelson said he likes the idea of reconfiguring it a little bit. He asked why we have to wait until next year. He told C. Cagle we could put new people in there now and she could step back. He said the first thing we need to do is write up a job description for HR. C. Cagle said she will write that up. They have been working on the employee manual. R. Keller said he thought the edits looked good.

C. Cagle said she and R. Keller will get together to write up the description and then have P. Tiede take a final look. This will be on the May agenda.

### **PUBLIC COMMENTS (ITEMS NOT ON THE AGENDA)**

None

### **CLERK COMMENTS**

K. Wood reminded everyone that the Board of Appeal and Equalization meeting is Thursday at 6:00 pm via Zoom.

### **SUPERVISOR COMMENTS**

C. Cagle said she is going to keep plugging away on little things at the Hall. Her husband is retiring in 10 days.

T. Nelson said he did the ROW webinar that MAT put on and he got some info. We had some issues on boulders on the westside. The presenter said they could not answer that question even though it was a ROW issue. C. Cagle said there are pine trees stretching out on the corner of Echo and Lyons and asked if they are in our ROW. People drive too fast. R. Keller will have Maintenance look at it. R. Keller said boulders are different than trees and we have to be more proactive than we are and tell them to move it or tell them we will. We need to be more active as a Board. B. Seekon said we should do something about it.

C. Cagle said we are getting a lot of complaints for people who have ATV tracks. Kids are on quarantine and people can do what they want on their property. They can go next door and chat with their neighbors if they have issues.

B. Seekon said because of his relationship with Matt and Brian he wants to excuse himself from HR. L. Sinna said she would love to volunteer with HR. She has a little experience with her day job. T. Nelson said she would be a good choice.

B. Seekon said the other week he was working with B. Novack on the grader and he ordered a manual for \$40 and it is coming from Canada. He and K. Wood ordered Windows 10 and QuickBooks.

### **UPCOMING MEETINGS**

❖ Board of Appeal & Equalization – April 23, 2020 – 6:00pm



- ❖ Planning Commission – May 13, 2020- 7:00 pm
- ❖ Board Meeting – May 19, 2020- 7:00 pm
- ❖ Parks Meeting – May 26, 2020 – 6:00 pm
- ❖ CCATO Meeting – May 27, 2020 – 7:00 pm
- ❖ Broadband Meeting – TBD

**Please note these meeting dates are subject to change based on the Governor's Order**

**ADJOURN**

**B. Seekon made a motion to adjourn at 8:27pm. Second by L. Sinna. Votes via roll call Ayes 5, Nays 0. Motion carried.**

A handwritten signature in black ink, appearing to read "L. Sinna", written above a horizontal line.

Board Chair Signature

A handwritten signature in black ink, appearing to read "Kelly J. Wood", written above a horizontal line.

Clerk Signature

